



**THE CITY OF MARIETTA  
MARIETTA, GEORGIA**

**July 31, 2015**

ADDENDUM NO. 1

**CONSULTANT DESIGN SERVICES FOR 2016 SPLOST  
CAPITAL OUTLAY PROJECTS  
RFQ-16-16-37734**

Please note the following clarifications or changes to this request for bid:

**Article 18** (page 7)

Article 18 references "PROPOSERS SHALL SUBMIT PROPOSAL DOCUMENTS...REQUIRED FOR THIS PROPOSAL IN TRIPLICATE WITH ORIGINAL SIGNATURES WHERE APPLICABLE".

- Does the City want three (3) copies of each form included within EACH SOQ? Please clarify the number of copies of each form to be included within each hard copy SOQ.
- Does the City want a hard copy marked "original" with original signatures? If so, please confirm the City requires a total of six (6) hard copies including the original. **The City will not attach any proposal forms. Please submit your proposal on your company's letterhead. I want six hard copies of your proposal, including one original with original signatures.**

**E-Verify Forms** (pages EV-1 to EV-3)

- Does the City want the proposer to complete and include the E-Verify forms as part of the SOQ, or will these forms be required at the time of selection for a master contract? **Please go ahead and complete the E-Verify form for your company. At the time of the contract, we will require the E-Verify's for your subcontractors. Just make sure to list your subs in your proposal.**

**Release and Indemnity Agreement** (page R&I Agreement)

- Does the City want the proposer to complete and include the R&I form as part of the SOQ, or will this form be required at the time of selection for a master contract? **This will be required at the time of contract.**

**Deliverables** (page S-3)

- The second paragraph states "In addition, consultants shall indicate a preferred method for handling a request for additional insurance coverage, if requested by the City of Marietta." Please provide an example of when this request may be necessary, and provide the "methods" available to the Proposer. **In general, we will accept a certificate of liability insurance with the City of Marietta being listed as the certificate holder. The certificate holder is included as an additional insured in regards to the general liability policy.**

All other terms and conditions will remain the same.